

Dear Sir/Madam,

I am a development professional having 14 years humanitarian work experience. I have demonstrated experience in Social and Development Sector, positioning and general representation, Field operations management, Donor and Organizational relationships with leading humanitarian INGOs Government departments having strong grip on Research and Learning, Program Technical Support and Coordination, Appraisal, Monitoring and Evaluation, Management and Internal Coordination.

I have an excellent capacity of strategic humanitarian context analysis, and strategic planning and monitoring strategies for project implementation also had the coordination of large operations across multiple base/field locations, including the supervision of support departments (Finance, HR, Logistics) I have implemented a number of projects with different interventions with Humanitarian responses.

Ability to apply a practical and calm approach to the inherent difficulties associated with starting up a new program recruiting new staff, opening up a new office etc. I have excellent experience in starting new project, hiring of new staff and new office.

Ability to contribute to the formulation, administration and evaluation of projects, including the ability to identify and analyses problems with project implementation;

I have excellent experience to provide leadership in planning, mobilization, implementation and evaluation of large budget funded projects/programs in Pakistan.

Capacity to manage projects and teams, and to build effective teamwork, to achieve agreed outcomes with clear timelines including coordinating the work of others;

I had capacity to manage large teams and projects in effective framework and provide achievable outcomes.

Capacity to liaise and network with a range of stakeholders including staff, donors, buyers, government officials, management, unions and NGOs;

I had excellent mobilization and donor management skills in my previous coordination with government officials donors is the part of my job and I was perform very well.

Ability to work in a multicultural environment and to demonstrate gender-sensitive and non-discriminatory behavior and attitudes; knowledge of gender mainstreaming principles and approaches and commitment to gender equality.

I always believe in gender equality and always train my colleagues to adopt gender-sensitive and non-discriminatory behavior and attitudes.

I shall feel highly obliged on receipt of a positive response from you.

Thank you.

Mehran Khan

Cell #: +92-3322606255

E-mail: [bhatti.mehran@gmail.com](mailto:bhatti.mehran@gmail.com)

# Mehran Khan

Plot # 472 Upper Gizri DHA Phase 5 Karachi Sindh.

Phone: +92 332-260-6255, E-mail: [bhatti.mehran@gmail.com](mailto:bhatti.mehran@gmail.com)

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Masters in International Relations from the Sindh University Jamshoro and BS Geography from Sindh University Jamshoro, I have more than 14 years of experience with different national and international organizations and have been involved in project planning/designing, preparation of grant development, implementation of projects, and evaluation of small infrastructure and non-infrastructure projects.

## Highlights of expertise:

Emergency response , Community Mobilization and Development, Community Participation, Capacity building of both the govt. officials as well as community leaders; Government Liaison; Opening of new offices and designing of documentation and procedures; Education; and Disasters and post-conflict Relief, Reconstruction and Development.

## Professional Experience

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*Regional Meal Officer-Sindh, Baluchistan*

*Helpage International Sept 2022 to still working*

### *Emergency Response*

The Regional Meal Officer will lead Emergency response program of Helpage International in Khairpur, Sukkur, Jacobabad, Dadu Shikarpur Jaffarabad, and Jhal Magsi

The Regional MEAL officer will ensure the data collection, analysis, documenting learning, evaluate impact and also ensure accountability and efficiency for project in the field.

Promote understanding and capacities within projects teams on MEAL, and the use and /or analysis of MEAL systems at the project and partner levels

Establish an overall participatory monitoring framework for humanitarian program (specifically ongoing flood response) including accountability and learning tools, conducting field MIEL exercise and data management and analysis

Support Project Management in defining and implementing the key project performance indicators as well as monitoring them throughout the project period or reports to ensure high quality reports are submitted on time

### *Research and Learning Specialist*

*Action against Hunger USA Nov 2020 to Aug 2022*

*Donors: EU*

### *Nutrition*

Support development of nutrition surveys (SMART, SQUEAC, and SLEAC) and research design, including development of terms of reference and data collection instruments, in line with project budget and timeline.

Develop evidence-based presentations, reports based on surveys and research findings, and on data from program, and make actionable recommendations.

Work with evaluation partners, where necessary, to ensure that the essential ACF learning agendas are embedded within the evaluation framework and provide technical support in generation evidence for the same.

### *Grants Specialist, North Sindh- Sukkur*

*Sindh Community Mobilization Program USAID June 2018-Nov 2020*

*Donor: USAID*

### *Education, Nutrition*

To support the grants department and manage the grants portfolio by providing direction and devising strategies and plans consistent with the CMP small grants program and approved Grants manuals.

Training and briefing grantee organizations on USAID rules and regulations and ensuring compliance of the same.

### *Manager Grants & Partnership, Sindh- Pakistan*

*Pakistan American Cultural Center PACC, USAID Funded Project, Dec 2016- June 2018*

*Donor: USAID, USG*

### *Protection, Livelihood, Education,*

Responsible for Designing and implementing a 2-year program aimed to support 1000 Karachi based Victims of terrorism and their families.

Served as point of contact for grantees, monitor their progress against timelines, provide technical oversight on implementation and ensure adherence to grant agreements and compliance to organization and donor protocols, policies and regulations.

### *Program Coordinator -Islamabad*

*Search for Common Ground, September 2014- November 2016*

*Donors: USAID, UNICEF, UN, USG DRL, DANIDA, OFDA.*

#### Project Component Key Achievements

FSL, CVE, Governance, Democracy, Psychosocial Support

Provide leadership in planning, mobilization, implementation and evaluation of Search for common ground projects in Pakistan.

To design, create and implement all processes and procedures to ensure the integrity and compliance of the awards management process. The Program Coordinator will report to and work closely with the Senior Director of Finance and Administration to support all matters as they relate to the securing of new funding, grant compliance implementation and awards close out. In addition, the Program Coordinator will create the processes and procedures necessary to ensure that the organization can effectively implement the grants.

*M&E Coordinator*, Sindh, Hyderabad-Jamshoro

Indus Resource Center IRC, February 2013 – June 2014

Donors: UNICEF

#### Project Component Key Achievements

##### Livelihood

Develop & design a comprehensive MEAL Framework based on approved project LFAs & donor guidelines.

To establish, manage and strengthen Accountability to Beneficiaries which includes capacity building of staff & community organizations on this theme;

Conduct field visits for data validation and to monitor the quality and completeness of data sets; coordinate data collection at project sites to monitor program development and ensure timely compilation and reporting of data; capture and document lessons learned; and champion the scaling up best practices

*Training Officer* Sindh-Umerkot

International Rescue Committee IRC, Feb 2011 - January 2013

Donor: European Union EU

#### Project Component Key Achievements

##### Protection, Livelihood, DRR

Provide technical support in the Designing, implementation, monitoring, and evaluation of the livelihood activities.

Ensure timely implementation of the project in the assigned areas as per the business process and Detailed Implementation Plan (DIP).

Working in close coordination with the project manager, project officer, and MEAL team to ensure routine project-related assessments executed monthly or quarterly, final reports submitted timely and implementation and exit strategies are developed.

*Program Officer*

Society for Health Education and Social Work, April 2008 – December 2010

Donors: Government of Sindh, DTCE, UNDP

#### Project Component Key Achievements

##### Nutrition

Contribute to/support the preparation/design and conduct/update of situation analysis for the nutrition sector/s to ensure timely comprehensive and current data on maternal and child nutrition are available to guide policy and development, design and management of nutrition programs/projects.

##### Education

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Sindh University Jamshoro, Sindh, Pakistan

M.A. International Relations

Concentration: Dialogue Design and Facilitation & Local Peace Process

Sindh University Jamshoro Sindh, Pakistan

Social Studies - Geography

Concentration: Human Geography

##### Skills

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- Specialization: Intergroup Dialogue Facilitation; Communal violence prevention.
  - Multilingual: English-fluent; Urdu-Fluent; French-elementary; Sindhi-native; Arabic-elementary
  - Research & Analysis: Conflict Analysis; Cultural Context Analysis; Statistical Analysis
  - Data collection: Quantitative and Qualitative Interview skills for conflict areas
  - Training Design: Workshop design and facilitation; Youth empowerment activities
  - Technology: Microsoft Outlook, Word, Excel, PowerPoint, SPSS, MIS and Social Media

## WORK CERTIFICATE

Sep, 2022

ACFPK-1478

This is to certify that Mehran Khan with CNIC 45205-9282720-1 has worked for Action Against Hunger at the position of Research & Learning Specialist in Karachi for the period from 01-December-2020 to 31-August -2022.

We wish him best of luck for his future Endeavors.

Sincerely,

  
Jennifer Ankrom Khan  
Country Director

Dec, 2020

## **TO WHOM IT MAY CONCERN**

This is to certify that Mr. Mehran Khan worked with Sindh Community Mobilization Program (CMP) – Sukkur office of Blumont Pakistan (SMC – Pvt.) Limited funded by USAID as Small Grants Specialist.

He served CMP Project as a regular employee and performed his duties from June 25, 2018, to Nov 30, 2020. He performed very well during his tenure with CMP Project.

We wish him all the best for his future endeavors

This certificate is being issued upon his request. For further queries, please contact at [smemon@blumont.org](mailto:smemon@blumont.org).

Sincerely,



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**Mr. Naveed Ahmed**  
**Shaikh Chief of Party**  
**Blumont Pakistan (SMC- Pvt.) Ltd for CMP**

Date: 30 June 2018



## PAKISTAN AMERICAN CULTURAL CENTER

### To Whom It May Concern

This is certify that **Mr. Mehran Khan s/o Mr. Sabir Ali Bhatti** worked as Grants and Partnership Manager in our organization from **December 2016 To June 2018** with our entire satisfaction.

During his working period we found him sincere, honest, hardworking, dedicated employee with a professional attitude and very good job knowledge.

He is amiable in nature and character is well. We have no objection to allow him in any better position and have no liabilities in our company.

We wish him every success in life.

Sincerely,  
Hussain Laghari  
Director Grants and Partnership  
hlaghari@pacc.edu.pk  
Pakistan American Cultural Center



December 2016

## **To Whom It May Concern**

This is to certify that Mr. Mehran Khan worked with Search for Common Ground from September 2014 to November 2016, his job title was Program Coordinator based in Islamabad, Pakistan.

If you have any queries regarding this employment with Search for Common Ground, feel free to contact our Human Resource Department.

Sincerely yours,

A handwritten signature in black ink that reads "Ravi Kumar".

Ravi Kumar

Human Resource Department



Indus Resource Centre

Date: 05/11/2012

## To Whom It May Concern

It is certified that Mr. Mehran Khan S/O Sabir Ali Bhatti with holding CNIC # 45205-9282720-1 has worked with our organization in Mirpurkhas Division Protection project in 2011 flood as Monitoring and Evaluation Coordinator from February 2011 to August 2012.

He is quite competent and devoted person, he is handworker energetic punctual and responsible in his duty.

We wish him for success in his future.

*Khalid Birhamani*

Sincerely yours,  
Human Resource  
Indus Resource Center IRC

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N0: 11 near Allah walla Chok District Mirpurkhas, Sindh Pakistan.

[Khalidbirhamni84@gmail.com](mailto:Khalidbirhamni84@gmail.com) Contact: 03322793951







Dated: 01/05/2011

**To Whom It May Concern**

Its Certify that Mr. Mehran Khan has worked with **Society for Health Education and Social Work SHESW** Hyderabad, Sindh as **Program Officer** in different projects from April 2008 to December 2010.

In the working period I found him a sincere honest, hardworking dedicated employee with a professional attitude and very good job knowledge.

We wish him all the best and success in future career endeavors.

HR Department  
Society for Health Education  
and Social Work SHESW

APPENDIX-XIV  
FORM P-I

The Pakistan Citizenship Act 1951 (II of 1951) and Rules made there under  
(Vide Rule 23)

**CERTIFICATE OF DOMICILE**

Whereas A.B. MEHRAN KHAN S/O SABIR ALI BHATTI  
(In block letters)  
has applied for a certificate of domicile under the Pakistan Citizenship Act, 1951 (II of 1951)  
alleging with respect to himself \ herself the particulars set out below, and has satisfied the  
undersigned that the condition laid in Section 17 of the said Act for the grant of a certificate of  
domicile are fulfilled in said A.B. Mehran Khan S/O Sabir Ali Bhatti  
Now therefore in pursuance of the powers conferred by the said Act and the rules  
made there under, the undersigned hereby grants to the said A.B. Mehran Khan S/O  
Sabir Ali Bhatti this certificate of domicile.  
In witness where of I have here to subscribed my name this day of \_\_\_\_\_

Signed \_\_\_\_\_  
Name FOR (QAZI SHAHID PERVEZ)  
Designation DISTRICT COORDINATION OFFICER  
Khairpur

**PARTICULARS RELATING TO THE APPLICANT**

Full Name Mehran Khan  
Father's Name Sabir Ali Bhatti  
Address in Pakistan Village Jan Mohammad Bhatti Taluka Kotdiji District Khairpur  
Address in the country outside of Pakistan Nil  
Village Jan Mohammad Bhatti Tehsil Kotdiji District Khairpur  
(Place \_\_\_\_\_) (Province of Sindh)

Place of Domicile Khairpur

Date of arrival in the place of domicile \_\_\_\_\_ By Birth \_\_\_\_\_  
Married \ Single \ Widow \ widower Single  
Name of wife or husband \_\_\_\_\_  
Name of Children and their ages. //

**PHOTOGRAPH**



Name \_\_\_\_\_ FOR (QAZI SHAHID PERVEZ)  
Designation DISTRICT COORDINATION OFFICER  
Place Khairpur

Trade or Occupation Student  
Remarks of Identification //

Date \_\_\_\_\_ /2006



FORM "D"  
[(See Rule 5 (I) (a))]

5377  
30-9-06

Form of certificate of permanent residence in the province of Sindh for the Purpose of  
Recruitment to the Public Service of Sindh.

**CERTIFICATE**

I hereby certify that for the reasons given below Mr. MEHRAN KHAN  
S/o SABIR ALI BHATTI has His/Her permanent residence in Village Jan Mohammad Bhatti  
Taluka Kotdiji (here enter name of place) Village Jan Mohammad Bhatti  
Khairpur District in Province of Sindh.

The certificate is granted for the purpose of recruitment to the Public Service in  
Sindh. As recommended by the Deputy District Officer (Revenue) Kotdiji

(Here Enter Reasons)

**(FOR SERVICE)**

1. Born at Village Jan Mohammad Bhatti
2. Educated at District Khairpur
3. Permanently Settled at Village Jan Mohammad Bhatti  
Taluka Kotdiji District Khairpur



(TAMIZUDDIN KHERO)

EXECUTIVE DISTRICT OFFICER

(REVENUE) KHAIKOT  
(Revenue) Khairpur

Place Khairpur

Dated: 30-9 /2006

28-9-06

5377  
30-9-06

**FORM "C"**  
{(See Rule 5 (I) (a))}

Form of certificate of Permanent residence in the province of Sindh for the Purpose of admission to an educational institution specified in rule 2 (I) of the Sindh Permanent Residence Certificate Rules 1971.

**CERTIFICATE**

I hereby certify that for the reasons given below Mr. MEHRAN KHAN  
S/o SABIR ALI BHATTI has his/her Permanent residence in Village Jan Mohammad Bhatti  
Taluka Kotdiji (here enter name of Place) Village Jan Mohammad Bhatti  
Khairpur District in Province of Sindh.

The Certificate is Granted solely for the purposes of admission to educational institution in Sindh. (As recommended by the Deputy District Officer (Revenue) Kotdiji

(Here Enter Reasons)

**(FOR ADMISSION)**

1. Born at Village Jan Mohammad Bhatti
2. Educated at District Khairpur
3. Permanently Settled at Village Jan Mohammad Bhatti  
Taluka Kotdiji District Khairpur



(TAMIZUDDIN KHERO)

EXECUTIVE DISTRICT OFFICER  
(REVENUE) KHAIROPUR  
(Revenue) Khairpur

Place Khairpur

Dated: 30-9/2006



**FORM "D"**  
[(See Rule 5 (I) (a)]

Form of certificate of permanent residence in the province of Sindh for the Purpose of Recruitment to the Public Service of Sindh.

**CERTIFICATE**

I hereby certify that for the reasons given below Mr. MEHRAN KHAN  
S/o SABIR ALI BHATTI has His/Her permanent residence in Village Jan Mohammad Bhatti  
Taluka Kotdiji (here enter name of place) Village Jan Mohammad Bhatti  
Khairpur District in Province of Sindh.

The certificate is granted for the purpose of recruitment to the Public Service in Sindh. As recommended by the Deputy District Officer (Revenue) Kotdiji

(Here Enter Reasons)

**(FOR SERVICE)**

1. Born at Village Jan Mohammad Bhatti
2. Educated at District Khairpur
3. Permanently Settled at Village Jan Mohammad Bhatti  
Taluka Kotdiji District Khairpur



(TAMIZUDDIN KHERO)

**EXECUTIVE DISTRICT OFFICER**  
**(REVENUE) KHAIKUR**  
**(Revenue) Khairpur**

Place Khairpur

Dated: 30-9 /2006